



STATE OF IOWA
REQUEST FOR QUOTE

****THIS IS NOT AN ORDER****

RFQ:# 005 0907412062

DATE: 09/19/06

Page: 1 of 4

FUNCTION: New

PHASE: Final

ABOVE RFQ NUMBER MUST APPEAR ON ALL
CORRESPONDENCE.

DUE DATE: 2006-10-02

DUE TIME: 14:00:00

CONTACT

BUYER : SHARON DOWNEY
Sharon.Downey@iowa.gov
5152815982

ISSUER : SANDY NELSON
snelson2@dhs.state.ia.us
5154383129

REQUEST FOR QUOTE (RFQ)

NOTICE: DIRECT ALL QUESTIONS TO THE BUYER LISTED ABOVE. QUOTE DOCUMENTS SUBMITTED IN PAPER FORM MUST BE SIGNED AND ARRIVE IN AN ENVELOPE MARKED WITH THE RFQ NUMBER AND DUE DATE. LATE BIDS WILL NOT BE CONSIDERED. THE STATE RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.

RFQ DOCUMENTS MUST BE SENT TO ONE OF THE THREE OPTIONS LISTED BELOW.

1. BUYER'S E-MAIL ADDRESS LISTED ABOVE
2. FAX; 515-242-5974 WITH A COVER SHEET ADDRESSED TO THE BUYER
3. MAIL OR COURIER SERVICE TO THE BUYER AT:
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES ENTERPRISE
HOOVER STATE OFFICE BUILDING, LEVEL A
1305 E. WALNUT STREET
DES MOINES, IA 50319-0105

SOLICITATION DESCRIPTION

Windows-Pella brand only

The bidder accepts the following unless otherwise specified:	Approved By: Name	
FOB	Company	
Payment terms	Address	
Bid is valid for 90 Days	City, St, Zip	
Delivery Date	Phone	
FEIN #	Fax	

STATE OF IOWA

Certification of Site Visit

This is certification that: _____
(PERSON)

of _____
(FIRM)

visited the job site for verification of conditions for the:

(PROJECT NAME)

on _____
(DATE)

(PERSON FOR STATE)

THIS CERTIFICATION OF SITE VISIT MUST ACCOMPANY YOUR BID.



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LINE NO	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST	EXT COST / CONTRACT AMT
1	1.00000	LOT	15092	\$ \$0.00	\$ \$0.00

Windows, Frames, and Sashes, Aluminum

delivered price requested.

Site Visit is mandatory

32 Windows - Pella Impervia, Alternate Material, Model 1,
Half Vent/Match Half Vent, Brown, 11/16" Insulshield IG
Glazing, Half Screen, Brown Hardware, Block Frame. All
interested bidders MUST visit site to verify sizes.

Contacts: Sandra Nelson (snelson2@dhs.state.ia.us or
515.438.3129) or Dennis Furrow (DFurrow@dhs.state.ia.us or
515.438.3287).

BILL TO : WOODWARD RESOURCE CENTER

DEPT OF HUMAN SERVICES
1251 334TH ST
WOODWARD, IA 50276

FOB

SHIP TO : WOODWARD RESOURCE CENTER

DEPT OF HUMAN SERVICES
1251 334TH ST
WOODWARD, IA 50276

DELIVERY DATE: 10/10/06

DELIVERY TYPE:



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TERMS AND CONDITIONS

Incorporation

The Request for Proposal and/or bid documents for this project and the vendor's proposal in response to the RFP or Bid together with any clarifications, attachments, appendices, or amendments of the State or the Vendor are incorporated into this Contract by reference as if fully set forth in this Contract.

Remedies upon Default

In any case where the vendor has failed to deliver or has delivered non-conforming goods and/or services, the State shall provide a cure notice. The notice to cure shall state the maximum length of time the vendor has to cure. If after the time period stated in the notice to cure has passed, the vendor continues to be in default, the State may procure goods and/or services in substitution from another source and charge the difference between the contracted price and the market price to the defaulting vendor. The State's Attorney General shall be requested to make collection from the defaulting vendor.

Force Majeure

Force majeure includes acts of God, war, civil disturbance and any other causes which are beyond the control and anticipation of the party affected and which, by the exercise of reasonable diligence, the party was unable to anticipate or prevent. These provisions of force majeure also apply to subcontractors or suppliers of the Vendor. Force majeure does not include financial difficulties of the Vendor or any associated company of the Vendor, or claims or court orders that restrict the Vendor's ability to deliver the goods or services contemplated by this Agreement. Neither the Vendor nor the State shall be liable to the other for any delay or failure of performance of this Agreement caused by a force majeure, and not as a result of the fault or negligence of a party.

Subcontractors

The successful vendor shall be responsible for all acts and performance of any subcontractor or secondary supplier that the successful vendor may engage for the completion of any contract with the State. A delay that results from a subcontractor's conduct, negligence or failure to perform shall not exempt the vendor from default remedies. The successful vendor shall be responsible for payment to all subcontractors and all other third parties.

Termination-Non-Appropriation

Notwithstanding any other provision of this contract, if funds anticipated for the continued fulfillment of this contract are at any time not forthcoming or insufficient, either through the failure of the State to appropriate funds, discontinuance or material alteration of the program for which funds were provided, then the State shall have the right to terminate this contract without penalty by giving not less than thirty (30) days written notice documenting the lack of funding, discontinuance or program alteration.

Immunity of State/Fed Agencies

The vendor shall defend and hold harmless the State and Federal funding source for the State of Iowa from liability arising from the vendor's performance of this contract and the vendor's activities with subcontracted and all other third parties.

Assignment

Vendors may not assign contracts or purchase orders to any party (including financial institutions) without written permission of the General Services Enterprise - Purchasing.

Anti-Trust Assignment

For good cause and as consideration for executing this purchase order, the vendor, through its duly authorized agent, conveys, sells, assigns, and transfers to the State of Iowa all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States and the State of Iowa, relating to the particular goods or services purchased or acquired by the State of Iowa pursuant to the using State of Iowa agency.

Delivery and Acceptance

When an award has been made to a vendor and the purchase order issued, deliveries are to be made in the following manner.

- A. Deliveries - All deliveries are to be made only to the point specified on the purchase order. If delivery is made to any other point, it shall be the responsibility of the vendor to promptly reship to the correct location. Failure to deliver procured goods on time may result in cancellation of an order or termination of a contract at the option of the State.
- B. Delivery Charges - All delivery charges should be to the account of the vendor whenever possible. If not, all delivery charges should be prepaid by vendor and added to the invoice.
- C. Notice of Rejection - The nature of any rejections of a shipment, based on apparent deficiencies disclosed by ordinary methods of inspection, will be given by the receiving agency to the vendor and carrier within a reasonable time after delivery of the item, with a copy of this notice to the General Services Enterprise - Purchasing. Notice of latent deficiencies which would make items unsatisfactory for the purpose intended may be given by the State of Iowa at any time after acceptance.

Delivery and Acceptance (cont)

- D. Disposition of Rejected item - The vendor must remove at the vendor's expense any item rejected by the State. If the vendor fails to remove that rejected item, the State may dispose of the item by offering the same for sale, deduct any accrued expense and remit the balance to the vendor.
- E. Testing After Delivery - Laboratory analysis of an item or other means of testing may be required after delivery. In such cases, vendors will be notified in writing that a special test is being made and that payment will be withheld until completion of the testing process.

Title to Goods

The vendor warrants that the goods purchased hereunder are free from all liens, claims or encumbrances.



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TERMS AND CONDITIONS

Indemnification

To the extent that goods are not manufactured in accordance with the State's design, the vendor shall defend, indemnify and hold harmless the State of Iowa, the State's assignees, and other users of the goods from and against any claim of infringement of any Letter Patent, Trade Names, Trademark, Copyright or Trade Secrets by reason of sale or use of any articles purchased hereunder. The State shall promptly notify the vendor of any such claim.

Nondiscrimination

The vendor is subject to and must comply with all federal and state requirements concerning fair employment and will not discriminate between or among them by reason of race, color, religion, sex, national origin or physical handicap.

Warranty

The vendor expressly warrants that all goods supplied shall be merchantable in accordance with the Uniform Commercial Code, Section 2-314 and the Iowa Code, Section 554.2314.

Taxes

The State of Iowa is exempt from the payment of Iowa sales tax, motor vehicle fuel tax and any other Iowa tax that may be applied to a specified commodity and/or service. Contractors performing construction activities are required to pay state sales tax on the cost of materials. The Iowa Department of Revenue exemption letter will be furnished to a vendor upon request.

Hazardous Material

All packaging, transportation, and handling of hazardous materials shall be in accordance with applicable federal and state regulations including, but not limited to, the Material Safety Data Sheet provision of O.S.H.A. Hazard Communication Standard 29CFR 1910.1200, and Iowa Administrative Code, Chapter 567.

Public Records

The laws of the State of Iowa require procurement records to be made public unless exempted by the Code of Iowa.

Miscellaneous

The terms and provisions of this contract shall be construed in accordance with the laws of the State of Iowa. Any and all litigation or actions commenced in connection with this contract shall be brought in Des Moines, Iowa, in Polk County District Court for the State of Iowa. If however, jurisdiction is not proper in Polk County District Court, the action shall only be brought in the United States District Court for the Southern District of Iowa, Central Division, providing that jurisdiction is proper in that forum. This provision shall not be construed as waiving any immunity to suit or liability, which may be available to the State of Iowa.

If any provision of this contract is held to be invalid or unenforceable, the remainder shall be valid and enforceable.

Records Retention

The vendor shall maintain books, records, and documents which sufficiently and properly document and calculate all charges billed to the State of Iowa throughout the term of this Agreement for a period of at least five (5) years following the date of final payment or completion of any required audit, whichever is later. The vendor shall at, no charge, permit the Auditor of the State of Iowa, or any authorized representative of the State (or where federal funds are involved, the Comptroller General of the United States or any other authorized representative of the United States government) to access and examine, audit, excerpt and transcribe any directly pertinent books, documents, papers, electronic or optically stored and created records, or other records of the vendor relating to orders, invoices, or payments documentation or materials pertaining to this Agreement.

Independent Contractor

The vendor is an independent contractor performing services for the State of Iowa, and as such shall not hold itself out as an employee or agent of the State.

Performance Monitoring

For all service contracts, the requirements of Iowa Code sections 8.47 shall be incorporated into final terms and conditions of the contract.

MUST RETURN THIS PAGE SIGNED AND ATTACHED TO BID.
I UNDERSTAND AND AGREE WITH: _____

THIS IS MANDATORY

APPENDIX A, Insurance, and Immunity from Liability,

CONTRACTOR'S INSURANCE

- A. The Contractor shall not commence work under this contract until he or she has obtained all insurance required under this paragraph and such insurance has been approved by the Owner, nor shall the Contractor commence work on his contract until all similar insurance of all subcontractors has been so obtained and approved. Such policy or policies shall become effective at the commencement of the work and shall remain in force for the full period of construction and until acceptance of final payment is made for the completed project.
1. Compensation Insurance
The Contractor shall take out and maintain during the life of his or her contract, Workmen's Compensation Insurance for all his or her employees working at the site of the project, and in the case where work is subcontracted, the prime contractor shall require the subcontractor to provide Workmen's Compensation Insurance for all of the latter's employees so engaged unless such employees are covered by the protection afforded by the prime contractor.
 2. Public Liability, Property Damage, and Contractor's Liability Insurance
The Contractor shall take out and maintain during the life of his or her contract, such public liability, property damage, and contractor's contingent insurance as shall protect him or her and any subcontractor performing work covered by this contract from claims for damages for personal injury, including accidental death, as well as from claims for property damages which may arise from operations under this contract, whether such operations be by themselves or by any subcontractor or by anyone directly or indirectly employed by either of them, and the amount of such insurance shall not be less than the following:
 - a. Bodily injury liability insurance in an amount not less than \$500,000 for injuries, including accidental death, to any person, and subject to the same limitation for each person, in an amount not less than \$1,000,000 on account of any one accident.
 - b. Property damage insurance in an amount not less than \$500,000 for damages on account of any one accident.
 3. Automobile Insurance
The Contractor shall take out and maintain during the life of this contract, automobile liability insurance in amounts not less than \$500,000 and \$1,000,000 and property damage in amounts not less than \$500,000, if any motor vehicles are engaged in the operation, within the terms of this contract, on the site of the work to be performed there under, covering the use of all such motor vehicles owned, rented, and non-owned.
 4. Builder's Risk Insurance (Contractor's decision)
Each Contractor holding a valid contract with the Owner shall furnish and pay for builder's risk insurance, providing coverage for at least the following losses: theft, fire, with extended coverage, vandalism and malicious damage to materials incorporated in the project, stored either on or off the permanent job site. If this insurance coverage is not provided, the Contractor shall assume all responsibility for the perils outlined above.

IMMUNITY FROM LIABILITY/INDEMNIFICATION

- A. Every person who is a party to this bid, is hereby notified and agrees that the State of Iowa, is immune from liability and suit for or from bidder's activities involving third parties and arising from this bid.
- B. The bidder agrees to jointly and severally indemnify and hold the State of Iowa, its successors and assigns, harmless from and against all liability, loss, damage or expense, including reasonable attorney's fees which the State may incur or sustain by reason of the failure of the selected bidder to fully perform and comply with the terms and conditions of a resulting contract.